APPENDIX D

SCHEDULE OF SUBMISSIONS

Title	Form No.	Prepared by	Submitted to	Due Date
FY Schedule of MAPS Visits		EFD	COMNAVFAC	1 September
Monthly Status of MARCORP Leases		EFD	CHESDIV	Monthly
Monthly Status of MARCORP Leases (Summary)		CHESDIV	CMC	Monthly
Quarterly Status of NAVCRUITCOM Leases		EFD	CHESDIV & COMNAVRCRUITCOM	Quarterly
Leasing Requirements Data	NAVFAC 11101/23	Field Activity COMNAVCRUITCOM	Area Representative	Annually
Family Housing Leasing Program Quarterly Report	NAVFAC 11101/15	EFD	COMNAVFAC	Quarterly
Status of Allotment	NAVCOMPT 2025	Field Activity	EFD	Monthly
Status of Allotment (Summary)		EFD	COMNAVFAC	Monthly
Cost Report Input Data		Field Activity EFD & COMNAVFAC	FASCO	Quarterly
FG&ICQ Cost Report		Field Activity	Quarters Occupant	Quarterly
Budget Request		Field Activity EFD	EFD COMNAVFAC	Annually
Annual Report of Funding Actions		EFD	COMNAVFAC	15 December
Monthly Report of Local Transfers		EFD	COMNAVFAC	Monthly
State of Completed MARIP's		EFD	COMNAVFAC	Quarterly
Summary of MARIP's		EFD	COMNAVFAC	1 July
Minor Construction Projects Report	NAVFAC 11014/18A	Field Activity EFD	EFD COMNAVFAC	15 October
Five-Year Improvement & ECIP Program	NAVFAC 8-11101/17	EFD	COMNAVFAC	1 February
Inventory and Utilization Maintenance Report		Field Activity	EFD	31 March & 30 September
Housing Referral Services Report	DD1656	Field Activity EFD	EFD COMNAVFAC	30 September & 31 March

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Survey Data Input		Field Activity	FASCO	Annually
Tabulation of Family Housing Survey	DD 1377	Field Activity Area Representative	Area Representative COMNAVFAC	Annually
Determination of Housing Requirements & Project Composition	DD1378	Field Activity Area Representative	Area Representative COMNAVFAC	Annually
Narrative on Family Housing	DD1379	Field Activity Area Representative	Area Representative COMNAVFAC	Annually
Report of Adequate Public Quarters Available to Families of Sponsors on Unaccompanied Tours	NAVFAC 11101/5	Field Activity	COMNAVFAC	Quarterly
DEIS II Report		Field Activity	DLA	Monthly